



United States
Department of
Agriculture

Animal and
Plant Health
Inspection
Service

Veterinary Services
National Center For Import And Export
Import/Export Products
4700 River Road, Unit 40
Riverdale MD 20737-1231

Procedures to Follow to Obtain a USDA Permit to Import Controlled Material
or Import or Transport Organisms and Vectors

The U.S. Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Veterinary Services (VS), regulates the importation of all **animal-origin materials**, that could represent a disease risk to U.S. livestock, and the import and transport of infectious organisms and vectors of disease agents. This includes not only animal products and byproducts but also biological materials that contain or have been in contact with certain organisms and animal materials (including cell cultures).

The individual at the company/research facility to which the material is to be imported, and who will be responsible for the material, must apply for a USDA veterinary permit by completing an application (VS Form 16-3 and VS Form 16-7 when applicable).

Application forms, along with payment of fee, should be mailed to the address shown above.

Original application review	\$27.50
Application for renewal of previous permit	\$15.00
Application for amendment of existing permit	\$11.50
Import compliance assistance	\$24.00

*** **User fees increased, effective June 6, 1996.** *** Application fees are non-refundable.

POINTS TO CONSIDER WHEN COMPLETING APPLICATION FOR PERMIT

---- FORMS SHOULD BE TYPED. Illegible forms result in significant delays. Include your telephone and FAX numbers.

---- Complete the application thoroughly; provide details sufficient to allow us to evaluate the disease risk associated with the material.

---- Information required in item 10 of VS Form 16-3 about product processing/production prior to importation is critical and should be continued on a separate page if necessary.

---- For all cell lines and cell culture products, such as monoclonal antibodies and recombinant proteins, complete VS Form 16-7 in addition to VS Form 16-3. **Item #7 on VS Form 16-7 is critical; information must be supplied.** The nutrient factor (protein source) must be described.

To reach us by telephone, please refer to the following:

APPLICATION FORMS mailed (301) 734-7885

Importation of **MEAT PRODUCTS** (301) 734-7834

Importation of materials in
COMMERCIAL quantities, to be distributed (301) 734-4401

Importation of materials to
be used for **RESEARCH** (301) 734-8695

USER FEE questions and payments (301) 734-3584

It is the importer's responsibility to ensure that a USDA veterinary permit is obtained before shipment.
June 6, 1996

